

Name: _____

Date: _____

Computers

B N F U O P I M F S F I J N J H P T L X M P L I
E X O U G G C S N O W C X L L J O T N T I T T T
R W U I M N R C E X N K K M T R B O F O M Z M B
U S K J T N I L P I V V J W U Z Y P F F F T N J
S A Q F C A H C O R A H D A L B B E D D L A T B
O F U L Z M T E A L F W A N R J M M V K S U X S
L W I A S Z D U T P R L G I T J U K M Y G D A L
C T T R T H N S L Q S H E Q C D T W Q P L Y L B
N H S N I T R H Y A C N E W N L T D A O G P W S
E P X V Q X A J T L S M C A B N M S R C O C O X
H M N N W A T C Z O A X R J X A R A I E S Z T T
H J T A U V Z K H I K O X S N M T Y R N O C V C
V D O O Y E E V L M M Z Y C E U K Q O G E I A J
E L D G C K D J R E E T C A L Z K C Z J I U B X
X G B N D D A S M B M N I U C S Q B B T B N F R
L I N D E N T V C U C Z T E T I X U C L H K H U
H E A D I N G O H A S T Z Z Q G S H J Q A P Z Z
Y W R X H F D N D F X P I K X N I C W Y M K U E
M U K W S P D O M T A G E Q L A M N Y D G K J L
P D F P U G K R C A G Z E V L T W F K O K V P D
U F Z B D V H G G Q K I I J Q U D P W A Q F W A
N O N L K R D B P U I L J L U R Q E D U D F Z R
B Q V U M E S S A G E E I Z J E R O L I D G J M
Y H F H X A V T P U A C J T P T Y G U K P S W U

attachment
enclosure
heading
indent
copy

salutation
signature
message
margin
font

memorandum
spacing
subject
E-Mail
cut